

# **State of Alaska FY2005 Governor's Operating Budget**

## **Department of Corrections Institution Director's Office Component Budget Summary**

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## Component: Institution Director's Office

### Contribution to Department's Mission

Provides overall leadership to support the incarceration and supervision of in-custody offenders.

### Core Services

Plan, direct, organize and control activities of the Division.

End Results	Strategies to Achieve Results
<p><b>(1) The public is safe from offenders in the Department's custody.</b></p> <p><u>Target:</u> Reduce by 5% the walkaways/escapes.  <u>Measure:</u> Percentage of prisoners who walkaway/escape.</p> <p><u>Target:</u> Reduce by 5% the number of offenders convicted of new offenses committed while in custody.  <u>Measure:</u> Percentage of offenders convicted of new offenses while in custody.</p> <p><b>(2) Increase successful re-entry of released prisoners.</b></p> <p><u>Target:</u> 50% of long-term offenders without a high school diploma or GED receive a GED while in custody.  <u>Measure:</u> Percentage of offenders receiving GED while in custody.</p> <p><u>Target:</u> 90% of Substance Abuse Treatment (RSAT) enrollees complete the RSAT program.  <u>Measure:</u> Percentage of Substance Abuse Treatment (RSAT) enrollees completing the RSAT program.</p>	<p><b>(1) Institutions are fully security equipped and fully staffed with trained officers.</b></p> <p><u>Target:</u> 100% of officers meet training goals.  <u>Measure:</u> Percentage of officers meeting department training goals.</p> <p><u>Target:</u> Increase by 10% the number of complete shakedowns of Community Residential Center's (CRC's) and institutions.  <u>Measure:</u> Number of complete shakedowns of Community Residential Center's (CRC's) and institutions.</p> <p><u>Target:</u> 100% compliance with facility State Operating Procedures (SOP's).  <u>Measure:</u> Percentage of compliance with facility State Operating Procedures (SOP's) as reported in facility audits.</p> <p><b>(2) Increase behavioral interventions and referrals.</b></p> <p><u>Target:</u> Increase number of individual GED tests taken (pass or fail).  <u>Measure:</u> Number of individual GED tests taken (pass or fail).</p> <p><u>Target:</u> Decrease by 5% the number of vacant man days in the Substance Abuse Treatment (RSAT) programs.  <u>Measure:</u> Number of vacant man days in the Substance Abuse Treatment (RSAT) programs.</p>

### Major Activities to Advance Strategies

- Reinstate director's audits and security inspections of facilities.
- Redesign Training Academy curriculum and Field Training Officer program.
- Design/Implement online, self-directed learning.
- Negotiate and enforce contracts for housing offenders with same standards of care as in Alaska Department of Corrections.

### FY2005 Resources Allocated to Achieve Results

FY2005 Component Budget: \$2,142,400	<b>Personnel:</b>	
	Full time	6
	Part time	0
	<b>Total</b>	<b>6</b>

## Performance Measure Detail

### (1) Result: The public is safe from offenders in the Department's custody.

**Target:** Reduce by 5% the walkaways/escapes.

**Measure:** Percentage of prisoners who walkaway/escape.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

**Target:** Reduce by 5% the number of offenders convicted of new offenses committed while in custody.

**Measure:** Percentage of offenders convicted of new offenses while in custody.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

### (2) Result: Increase successful re-entry of released prisoners.

**Target:** 50% of long-term offenders without a high school diploma or GED receive a GED while in custody.

**Measure:** Percentage of offenders receiving GED while in custody.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

**Target:** 90% of Substance Abuse Treatment (RSAT) enrollees complete the RSAT program.

**Measure:** Percentage of Substance Abuse Treatment (RSAT) enrollees completing the RSAT program.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

### (1) Strategy: Institutions are fully security equipped and fully staffed with trained officers.

**Target:** 100% of officers meet training goals.

**Measure:** Percentage of officers meeting department training goals.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

**Target:** Increase by 10% the number of complete shakedowns of Community Residential Center's (CRC's) and institutions.

**Measure:** Number of complete shakedowns of Community Residential Center's (CRC's) and institutions.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

**Target:** 100% compliance with facility State Operating Procedures (SOP's).

**Measure:** Percentage of compliance with facility State Operating Procedures (SOP's) as reported in facility audits.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

## **(2) Strategy: Increase behavioral interventions and referrals.**

**Target:** Increase number of individual GED tests taken (pass or fail).

**Measure:** Number of individual GED tests taken (pass or fail).

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

**Target:** Decrease by 5% the number of vacant man days in the Substance Abuse Treatment (RSAT) programs.

**Measure:** Number of vacant man days in the Substance Abuse Treatment (RSAT) programs.

**Analysis of results and challenges:** The Department has established new measures for the FY2005 Budget Request. Data will be gathered and compiled throughout fiscal year 2004 and an analysis of this measure will be provided in the FY2006 Budget Request.

## **Key Component Challenges**

- Provide consistency in daily operations when inmate counts are higher than facility capacity.
- Deferred maintenance is having a negative impact on the daily operations of the division's institutions.

## **Significant Changes in Results to be Delivered in FY2005**

No significant changes in the current level of service are anticipated for FY2005. The goal will be to maintain all programs and services relevant to protecting the public. A strong focus will be on efforts to implement administrative streamlining to contain costs as well as to find efficiencies and realignment opportunities to meet fiscal realities.

## **Major Component Accomplishments in 2003**

- NATIONAL INSTITUTE OF ETHICS CERTIFICATION – All components have being exposed to the NIE certification process, and certification should be achieved in 2004.
- EXPAND OFFICER TRAINING – In concert with the retooling of the Correctional Academy, there has been a greater emphasis on correctional officer and institutional probation officer safety and operational matters.
- RESIDENTIAL SUBSTANCE ABUSE TREATMENT (RSAT) PROGRAM – the program for men located at the Wildwood Correctional Center and the program for women located at the Hiland Mountain Correctional Center continued to operate with high levels of success.

## **Statutory and Regulatory Authority**

- 1) Probation, Prisons and Prisoners (AS 33)
- 2) Welfare, Social Services and Institutions (AS 47)

- 3) Corrections (22 AAC)
- 4) Health and Safety (AS 18)
- 5) Create Corrections (EX.OR.55)
- 6) Criminal Law (AS 11)
- 7) Public Finance (AS 37)
- 8) State Government (AS 44)

Contact Information
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### Institution Director's Office Component Financial Summary

*All dollars shown in thousands*

	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	415.0	633.1	411.1
72000 Travel	24.0	17.0	50.1
73000 Contractual	265.8	856.7	1,666.7
74000 Supplies	81.1	5.9	14.5
75000 Equipment	7.7	0.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	220.0	272.1	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>1,013.6</b>	<b>1,784.8</b>	<b>2,142.4</b>
<b>Funding Sources:</b>			
1002 Federal Receipts	0.0	834.0	1,484.0
1004 General Fund Receipts	793.4	678.7	658.4
1171 PF Dividend Appropriations in lieu of Dividends to Criminals	220.2	272.1	0.0
<b>Funding Totals</b>	<b>1,013.6</b>	<b>1,784.8</b>	<b>2,142.4</b>

### Estimated Revenue Collections

Description	Master Revenue Account	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
<b>Unrestricted Revenues</b>				
Permanent Fund Dividend Fund	51160	220.2	272.1	0.0
<b>Unrestricted Total</b>		<b>220.2</b>	<b>272.1</b>	<b>0.0</b>
<b>Restricted Revenues</b>				
Federal Receipts	51010	0.0	834.0	1,484.0
<b>Restricted Total</b>		<b>0.0</b>	<b>834.0</b>	<b>1,484.0</b>
<b>Total Estimated Revenues</b>		<b>220.2</b>	<b>1,106.1</b>	<b>1,484.0</b>

### Summary of Component Budget Changes From FY2004 Authorized to FY2005 Governor

*All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2004 Authorized</b>	<b>678.7</b>	<b>834.0</b>	<b>272.1</b>	<b>1,784.8</b>
<b>Adjustments which will continue current level of service:</b>				
-Federal authorization transfer from various components, ADN#20-4-0003	0.0	650.0	0.0	650.0
-GF authorization transfer to Commissioner's Office, ADN#20-4-0004	-147.9	0.0	0.0	-147.9
-Organizational Transfer of Compliance Unit	127.1	0.0	0.0	127.1
-Redistribution of HR Integration costs	4.0	0.0	0.0	4.0
-Transfer to meet increased benefits within personal services	-3.5	0.0	-42.1	-45.6
<b>Proposed budget decreases:</b>				
-Elimination of Gate Funds	0.0	0.0	-230.0	-230.0
<b>FY2005 Governor</b>	<b>658.4</b>	<b>1,484.0</b>	<b>0.0</b>	<b>2,142.4</b>



**Institution Director's Office  
Personal Services Information**

<b>Authorized Positions</b>			<b>Personal Services Costs</b>	
	<b><u>FY2004</u></b>	<b><u>FY2005</u></b>		
	<b><u>Authorized</u></b>	<b><u>Governor</u></b>		
Full-time	8	6	Annual Salaries	287,909
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	129,457
			<i>Less 1.50% Vacancy Factor</i>	(6,266)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>8</b>	<b>6</b>	<b>Total Personal Services</b>	<b>411,100</b>

**Position Classification Summary**

<b>Job Class Title</b>	<b>Anchorage</b>	<b>Fairbanks</b>	<b>Juneau</b>	<b>Others</b>	<b>Total</b>
Administrative Clerk III	2	0	0	0	2
Correctional Officer IV	1	0	0	0	1
Division Director	1	0	0	0	1
Prog Coordinator	0	0	1	0	1
Secretary	1	0	0	0	1
<b>Totals</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>6</b>